



# FINANCIAL SERVICES DIRECTOR



If you love a dynamic atmosphere, an environment that encourages progressive ideas and a community where all the ingredients for a rewarding life are found—our Finance Director position is for you.

Recipient of GFOA Excellence Award consecutively since 2005!



**THE CITY IS SEEKING A HIGHLY ETHICAL AND EXPERIENCED LEADER WITH A STRONG FINANCIAL BACKGROUND AND EXCELLENT COMMUNICATION AND ADMINISTRATION SKILLS.**

**CLOSING DATE:** March 6, 2015  
See reverse side for application details

## Our Community

The City of Kingman is the county seat of Mohave County located in northwest Arizona along Interstate 40 and U.S. 93. The City's population is 28,068; 60,000 in the region with 45,000 within the City's water service boundary.

Our beautiful city straddles the scenic Hualapai, Cerbat and Black Mountains, offering hiking, picnicking, camping, and other outdoor activities in the cool pines. The Kingman and Colorado River areas offer a unique range of recreational and historical attractions as do several ghost towns in the area. If you enjoy summers, the rivers and lakes in our area offer fishing along with boating and other forms of water-oriented recreation. Kingman is an easy commute to Las Vegas, Laughlin, Phoenix, the Grand Canyon, and Grand Canyon West/Skywalk or a half day's drive to Los Angeles or San Diego. We enjoy a wide range of recreation: hiking trails, ATV trails, golf, swimming, visit our museums, winery or distillery, or complete Centennial Park's fitness track and much more!

Kingman's quality housing, excellent schools including community college with extended learning through Northern Arizona University, low crime rate, clean environment, several parks, 2 public golf courses, regional attractions, and the pleasant year-round weather are just a few of the positive factors that have attracted new residents and businesses to our community. Kingman is also fortunate to have a complete range of quality health care services available. Kingman Regional Medical Center is an important full service hospital who has teamed up with the Mayo Clinic and provides many highly specialized health care services. Above all, Kingman has friendly and compassionate people who call Kingman home and a great place to live, learn, work and play.



Kingman Offers Diverse Attractions

# THE DEPARTMENT & ORGANIZATION

The Finance Department provides quality customer services by giving complete and accurate financial management support in an efficient and timely manner. The Finance Department provides a wide range of comprehensive financial support services to the Mayor, the City Council, and all City departments. An example of services include general accounting, financial administration and reporting, budgeting, internal audits, cash management, investments, payroll, billing and accounts receivable, accounts payable, purchasing, grant fiscal administration, capital improvement planning, forecasting short and long term finances, and utility billing administration.

The Financial Services Department is responsible for the establishment and maintenance of an effective financial accounting system that accurately reflects the financial operations of the City and offers a framework for financial planning and analysis to support the operation and management of all City departments.

The Director also assists the City Manager and City Council in preparation of the City's budget and serves as an important resource in preparing financial forecasts, financial policies, and ensuring the City's compliance with governmental accounting requirements.

With a staff of 15 FTEs, the Finance Director is responsible for a department budget of \$1.9 million. The City is a full service city with FY 2014/2015 General Fund Revenues estimated at \$24.2 million, total budget all funds at \$159.2 million. The city has 332 FTEs and approximately 100 PT/Seasonal employees.

Reporting to the City Manager, the Finance Director is a highly valued, high profile, critical position with the City and an integral part of the City's management team.



## IDEAL CANDIDATE

The ideal candidate will be an experienced leader with extensive experience in all aspects of municipal or other local government financial management and be well versed in fiscal forecasting by gathering and analyzing data. This candidate will possess strong interpersonal skills with the ability to work collaboratively and demonstrates the ability to build effective relationships. He/she will have produced high quality results by implementing systems and programs to create and maintain a high-performing customer service-focused organization. The Finance Director must lead by example, possess high integrity, models honesty, transparency, accessibility, flexibility, adaptability and fair and consistent treatment of others. He/she must show courage and backbone at times, tempered by finesse, tact, diplomacy, patience, and courtesy. The successful candidate will be a positive communicator and will bring an appropriate sense of humor to the job.

## COMPENSATION

- ◆ Hiring salary up to low \$100,000s DOQ

The City offers a very competitive benefits package to include, but not limited to:

- ◆ Excellent medical/dental/vision/life plan
- ◆ H.S.A. city matching contribution for HDPH enrollees
- ◆ Arizona State Retirement System
- ◆ Section 125—Flexible Spending Accounts
- ◆ Wellness Programs
- ◆ Generous paid leave program
- ◆ Voluntary deferred retirement plans

## EXPERIENCE AND EDUCATION

- ◆ Bachelor's degree in accounting, finance, or public administration or related field, and
- ◆ Considerable (minimum of 10 years) of professional accounting and financial experience including five (5) years of supervisory experience.
- ◆ Master's degree in accounting, finance, or related field preferred.

**To be considered** for this exciting opportunity please complete City of Kingman application, compelling cover letter, comprehensive resume, salary history and professional references to:

City of Kingman, Attn: Human Resources Department, 310 North Fourth Street, Kingman, AZ 86401; OR  
Email to: [jwalker@cityofkingman.gov](mailto:jwalker@cityofkingman.gov)

**DEADLINE:** Your completed application materials must be received by 5pm on March 6, 2015

For application materials and job description visit: [www.cityofkingman.gov](http://www.cityofkingman.gov) or call 928-753-5561

City of Kingman is an Equal Opportunity Employer. The City reserves the right to interview only those candidates who best overall meet the qualifications and suitability of the position. When advised, reasonable accommodations will be made in order for an "otherwise qualified applicant" with a disability to participate in any phase of the recruitment process.